



2nd October 2024

Dear Year 6 parents/carers

Leavers' Party – Friday 18th July 2025

We are excited to be able to share the plans for next year's leaver's party which will be held on Friday 18th July.

The PFA is holding an initial meeting on Tuesday 15th October 2024 at the Queen's Head function room (7pm onwards) to provide an overview to year six parents. If you can't make the meeting we will be sharing information with all year six parents.

The PFA would like to invite year six parents to join the organising committee and to help on the day/night of the party. If you are interested in taking on a role working with the organising team please contact us at Kingsnorth.leavers@gmail.com

A typical leavers' party format is as follows:

Dress code – Smart/casual

1.15pm onwards	PFA/Parents decorate hall, library & reception area
5.30 - 6pm	Pupils arrive at school – photo opportunities outside school
6pm	Doors open - Arrival drinks in school reception (served by teachers) and viewing 'gallery' & photobooth available in library area
6.30 – 7.15pm	Children/teachers enter hall - Food served (Slideshow playing during meal)
7.15—7.45pm	Quiz (by Mr Taylor)
7.45-8.45pm	Disco (by Gary Dockrell)
8.50- 9.15pm	Parents invited into hall for Hoody presentation
9.15pm	Close of event
9.15-10pm	PFA Team remove decorations/clear up

The event is risk assessed and insured by the PFA. To comply with GDPR, communication with Year six parents will be via the PFA secure platform, Classlist. Tickets will be available via classlist also. If you have not signed up to Classlist yet please do so here:



The ticket price is £35 per head which includes:

- All food, drink and entertainment (they do not need to bring any money on the night)
- Class of 2025 Yearbooks (presented at the Leavers' assembly on their last day)
- Leavers' Hoodies

The PFA makes a financial contribution towards this event each year and we have invested in Leavers' party equipment and decorations over the years to help minimise the cost to parents.

All PFA events are fully inclusive where the cost of the event should never prohibit any pupil from attending. Complimentary tickets are available to all PFA events including the leavers' party - please contact Paula Rich (School Family Liaison Officer) to discuss.

Please note that mobile phones and cameras are **not permitted** at the party. We will have an official photographer on the night and photographs of the party will be uploaded to a shared drive accessed by Year Six parents by invitation only. Parents will have until September 2025 to download photographs after which they will be deleted from the shared drive.

Lastly, just a request that details of this event are not shared with year six pupils. We very much want the party to be as much a surprise as possible, even if they've seen or heard things from older siblings etc, it is still lovely to see their reaction as they enter the event and make amazing memories to conclude their time at Kingsnorth!

In order for us to make all the necessary arrangements, **please complete the attached slip and return to us by 18th October 2024. Reply forms can be emailed to: Kingsnorth.leavers@gmail.com**

Pupil's name:

Pupil's class: 6C 6L

Parent/carer's email:

Parent/carer's mobile number:

The above personal data will be used for PFA purposes only.

I confirm my son/daughters' photo can be and included in the year book and that photographs taken by the PFA at the party can be shared with year 6 parents.

Parent/Carer to sign: _____
(Electronic signature is accepted)

Dated: ____/____/2024

Please contact us at Kingsnorth.leavers@gmail.com if you have any questions.

Thankyou!

PFA Team